

**BOARD OF PUBLIC WORKS AND SAFETY  
MINUTES  
February 24, 2009**

Regular Session:

The Board of Public Works and Safety met in regular session on Tuesday, February 24, 2009 at 9:00 a.m. in the Common Council Chambers. Members present were: Gary Henriott, Norm Childress and Ronald Shriner. Absent: Tilara McDonald-Treece and Cindy Murray

Ed Chosnek, City Attorney, was also present.

President Henriott called the meeting to order.

The Pledge of Allegiance was given to the flag of our Country.

**MINUTES**

Mr. Shriner moved for approval of the minutes from the February 17, 2009 regular meeting.  
Mr. Childress seconded. Passed.

**BIDS UNDER ADVISEMENT**

*City of Lafayette CR 350S Improvements Project*

President Henriott stated that the bid will remain under advisement.

**NEW BUSINESS**

**Engineering**

*Contract with Tecton Construction Management-Renovation of Fire Station #1*

Jenny Bonner, Public Works Director, requested that the Contract with Tecton Construction Management for the Renovation of Fire Station #1 be tabled due to questions regarding insurance requirements. Mr. Shriner moved to table this item. Mr. Childress seconded. Tabled.

*Wet Weather Program Agreement-DLZ*

Mrs. Bonner presented to the Board and recommended approval of a Wet Weather program Agreement with DLZ. The contract that will allow work to be done on Storm Water User Fees and developing the Storm Water Program. Mrs. Bonner noted that on page 4 of the Contract there is a scrivener's error. Under section D, #1 the last sentence should read: The City's Insurance program shall be in excess of all of DLZ's available coverage. Mr. Childress moved for approval of this item reflecting the scrivener's error on page 4. Mr. Shriner seconded. Passed.

## **Community Development**

### *Recommendation for Third Amendment of CDBG Agreement with YWCA Greater Lafayette Inc*

Aimee Jacobsen, Community Development Director, presented to the Board and recommended approval of a Recommendation for the Third Amendment of CDBG Agreement with YWCA Greater Lafayette Inc. This Agreement relates to a Community Development Block Grant that the agency received in the amount of \$51,401.00 for repairs to the Domestic Violence Shelter. The current agreement has expired and all the work was completed within the time period but was waiting on a few invoices which were received in later January. This Amendment allows for the time period to be extended to March 31, 2009 to process all of the invoices. Mr. Childress moved for approval. Mr. Shriner seconded. Passed.

## **Purchasing Department**

### *Recommendation of Award-Sodium Hypochlorite, Sodium Bisulfite and Hydrochloric Acid*

Rick Morrissey, Purchasing Manager, presented to the Board and recommended approval of a Recommendation of Award for Sodium Hypochlorite, Sodium Bisulfite and Hydrochloric Acid. A Reverse Auction took place on February 11, 2009 which was hosted by BidBridge for chemical treatments for City of Lafayette and West Lafayette. Sodium Hypochlorite Award for the Water Pollution Control Department was given to Altiviva Corporation. Mr. Shriner moved for approval. Mr. Childress seconded. Passed. Sodium Bisulfite Award for the Water Pollution Control Department was given to PVS Chemical Solutions. Mr. Shriner moved for approval. Mr. Childress seconded. Passed. Hydrochloric Acid Award to Univar USA, Inc. was rejected by the Parks Department. Mr. Childress moved to reject this award. Mr. Shriner seconded. Rejected.

## **CLAIMS**

Mike Jones, Controller, presented for Board approval, Claims in the amount of \$471,545.78. Mr. Childress moved for approval. Mr. Shriner seconded. Passed.

## **MISCELLANEOUS**

### *Banner Request-American Red Cross*

President Henriott presented to the Board, on behalf of the American Red Cross, a Banner Request for a banner to be hung across Main Street from March 2, 2009 to March 31, 2009 to celebrate March is Red Cross Month. Mr. Childress moved for approval. Mr. Shriner seconded. Passed.

### *Farmers Market/Mini Market-Sign Request*

Eileen Booth, Greater Lafayette Commerce Representative, presented to the Board and recommended approval of a Farmers Market/Mini Market request to have "No Parking on Saturday" signage placed on the west side of Fifth Street in the Farmers Market area on Friday, March 20, 2009 along with a 'pre-Easter' mini-market for 8:00am-12:00 noon on Saturday, March 21, 2009 in conjunction with Spring Days Downtown the weekend of March 20-21 2009. Mr. Shriner moved for approval. Mr. Childress seconded. Passed.

*Announcement from Information Technology- “Excellence in GIS”*

Andy Milam, Information Technology Director, announced to the Board that the City of Lafayette was awarded an ‘Excellence in GIS’ award in the “Large Community” category from the Indiana Geographic Information Council. These awards are given annually by the Council which is made up of over 300 participants from various communities around the State of Indiana. This award is not a result of one person or even one department, rather a result of several departments embracing the GIS data and using it to perform daily tasks more efficiently and accurately. Water Works, Water Pollution Control, Engineering, Parks, Traffic, Police and Fire Departments are some of the departments using GIS to their advantage. Mr. Milam stated that the City is just really getting started with many opportunities to continue and expand the use of the GIS data and the daily business. Mr. Milam thanked the City’s partner is GIS; Butler, Fairman & Seufert Engineering for help with the day to day GIS operations and for making this award possible. Mr. Milam presented the Award to the Mayor. Mayor Roswarski thanked Mr. Milam and Butler, Fairman & Seufert along with all the departments on behalf of the City of Lafayette for this “Excellence in GIS” Award.

**DEPARTMENTAL UPDATES**

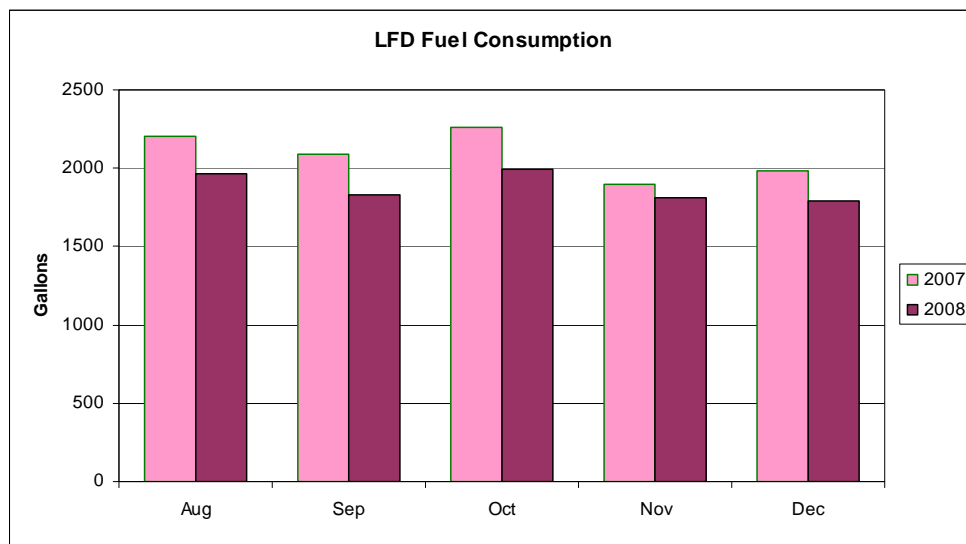
*Police & Fire*

**Fire Departmental Update**

Jim Morrow, Fire Chief reported on the following:

There were many changes for the Lafayette Fire Department during the year 2008. One of the biggest changes was moving all of the apparatus and on-shift personnel out of Station 1 on August 7, 2008. The trucks and firefighters were dispersed to other stations throughout the city so that our incident response times were faster and our apparatus was more efficient. Most of the firefighters were moved to Stations 2 and 3. Station 2 now houses a Quint truck and a Rescue vehicle, and Station 3 has an Aerial truck, Engine and Rescue vehicle.

The chart below shows the fuel usage for the months of August through December in 2007 and 2008. Overall, our fuel consumption decreased 8% from 2007 to 2008 for those months and confirms that moving the trucks and personnel out of Station 1 has made us more efficient and has saved the City of Lafayette money.



To go along with that move, we have decided to make Station 1 the headquarters for all administration so we are going to move the Fire Prevention Office into that building. The Fire Prevention staff includes the Chief of Fire Prevention and four Inspectors. Currently we have plans in place for a total renovation of Station 1 so Fire Prevention will not move into the building until that project is complete. The estimated completion date for the remodel is October 2009.

### **Fire Prevention**

This past year, Fire Prevention was able to obtain grant money through Fairfield Township to purchase new fire inspection and investigation software. This software program is called *Code Pal* and will allow the Inspectors to do all of their inspection reports electronically on a handheld PDA out in the field. They will also use wireless printers so they can print off inspection records for building owners and tenants while they are out in the field.

Here are some of the benefits of this software:

- Improved customer service
- Improved inspection productivity and efficiency
- Paperless records (reduces costs of storage space and improved retrieval document)
- Professional and competent representation to public
- Return on investment will be recouped in less than one year after implementation

### **Training Division**

The Training Center is now listed as one of Ten State Training sites in Indiana. We have also received two state grants totaling \$200,000.00 dollars for the construction of a new training building. This building is located just west of the water tower on our training site. We have also applied for and have been awarded a grant for \$75,000.00 dollars to increase the amount of live burn area we have in our existing training building.

### **Police Departmental Update**

Don Roush, Police Chief reported on the following:

Currently the Lafayette Police Department stands at 128 sworn officers which is at full staff along with 50 personal which totals 180 personal of the City with regard to the Police Department. Current programming includes finishing up a 5-year strategic plan in December 2008. Chief Roush stated that now his department is working on a 2-3 year Operational Plan. There were approximately 30 programs that were started in the first five years of that strategic plan. The Operational Plan now is to reinforce those programs already set in place which will make those programs and projects better and provide better service.

Statistically there is a positive trend in regards to Offenses from 2007 to 2008 with Aggravated Assaults being the only exception. The Police Department is in the process of gathering data by using Computer Statistical Analysis (Comstat). The Police use Comstat to better analyze and decide where problems exist and what kinds of programs do they bring to the table to solve those problems.

In the past year Street Crimes Unit continue to do extremely good work. DFT has been realigned with regard to leadership from Lafayette Police Department within the unit, which has had a good result. Victim Assistance and Graffiti Eradication are two current programs with Graffiti Eradication resulting in a decreased number of graffiti writing within the City.

The Police Department is working closely with Neighborhood Associations as a coordinated effort to solve problems where the Police just can't do it themselves. More Officers are attending those neighborhood meetings so there is more opportunity for feedback. Weed & Seed is another current program going on its second year headed up by Captain Kurt Wolf. Downtown Patrol and volunteers are still working great, went to twelve hour shifts about a year ago. The Department will be evaluating the shift change to how productive it is. E-Ticket has started this year and is headed up by Deputy Chief Dave Payne which helps aide in having a paperless police car. The drivers' license has a barcode on the back of the license which will be scanned into the system. This allows for more efficient and quicker processes and more work in a shorter amount of time.

## **PUBLIC COMMENT**

President Henriott asked for public comment, there was none.

There being no further business to come before the Board, President Henriott stated the meeting was adjourned.

Time: 9:27 a.m.

## **BOARD OF PUBLIC WORKS AND SAFETY**

Gary Henriott s/s  
President

ATTEST: Mindy Miller s/s  
Mindy Miller 1<sup>st</sup> Deputy Clerk

Minutes written by Mindy Miller Deputy Clerk

The Engineering Office issued the following Building Permits for the week ending February 20, 2009.

15342	Jim Viles	313 S 5th St	Interior finish of former permit	\$1,700.00
15343	Jesus De Santiago/Jallsco Grocery	3315 McCarty Ln	Install grease trap, remodel	\$5,000.00
15344	First Baptist Church	710 North St	Complete interior office walls	\$150.00
15345	Donald Stein	323 N 5th St	Remodel	\$9,250.00
15346	Majestic Custom Homes of Lafayette	228 Kettle Cir	Single family residence	\$70,000.00
15347	Holt Muffler	2603 Teal Rd	Event sign 2/17-3/10	\$25.00
15348	Family Express	2610 N 9th St	Sign	\$5,000.00
15349	Arthur Anderson	3635 SR 38 E	Sign for Lending Hand Pay Day Loans	\$2,200.00
15350	Amy Smith Garcia	2304 Apache Dr	Upgrade electric 200 amps	\$1,000.00
15351	Majestic Custom Homes of Lafayette	236 Kettle Cir	Single family residence	\$70,000.00
15352	General Nutrition Corp	2415 Sagamore Pkwy S	Interior remodel for GNC	\$49,000.00
15353	Lafayette Commons LLC	3847 SR 26 E	Sign for Tippecanoe County Impact Office	\$930.00
15354	Dave Mickler	617 S 14th St	Repair 100 amp electric service	\$200.00

*\*A digital audio recording of this meeting is available in the Lafayette City Clerk's Office.*